



2023  
Twin Cities Carifest  
**"30th Annual"**

***Saturday, July 22nd, 2023***

**West River Road N**

***Between Broadway & Plymouth Ave - along the banks of the Mighty Mississippi River  
On the Parkway***

***Twin Cities Carifest***

***'the Great Caribbean Get-to-gether -its People, Food, Mas' & Music'***

***Celebrating 30 Years of "Friendly Family Fun"  
Caribbean Style***

**100 South 1<sup>st</sup> St, P.O. Box 580481  
Minneapolis, MN 55458-0481**

**[www.carifest.org](http://www.carifest.org)**

**Email: [twincitiescarifest@gmail.com](mailto:twincitiescarifest@gmail.com)**

**Visit us on Facebook  
Fb: twincitiescarifest**



Dear Vendors:

On July 22nd, 2023, the Twin Cities Carifest will celebrate 30 years. We invite you to join us in contributing, as a vendor, to one of the liveliest and growing Cultural events in the Upper Midwest. As we celebrate thirty years, 2023 Carifest promises to attract an even larger number of attendees.

The Festival begins with the “Fabulous Friday” Kickoff Party on July 21st and continues all day Saturday, the 22nd, from 11AM until 10PM. The exciting colorful Parade of Bands springs to life along the Parkway in late afternoon. The *‘street dance in motion’ winds its way out & around the parkway, then* culminate at the Main Stage in the heart of “Carifest Village”.

Throughout the “Village”, there will be a Mélange of performances depicting the breath of Caribbean culture in music, dance, and other art forms, indigenous to the Caribbean.

This is your opportunity to showcase your business, merchandise, wares, culinary offerings, and other products. We invite you to be a part of this spectacular event. We are determined to provide the level of entertainment that will attract large numbers, to be your potential customers. You can do your part by promoting Carifest to your customers and invite them to come and enjoy your offering in a different environment.

Enclosed please find the registration package.

Please read it carefully, complete the forms required, and return them with full payment as soon as possible but not later than **June 15<sup>th</sup>, 2023**. Vendors are encouraged to register by May 31, 2023 to take advantage of the early registration price breaks. Prime spaces are limited and will be allocated on a first-come, first-serve basis, and also your vendor history with the festival.

We offer Electrical Services, which helps to minimize noise, pollution and other hazards associated with multiple gas generators in the crowded area at the festival. The fee for service must be prepaid with your application. Vendors must specify their voltage, amps, number and type of plugs, by **June 15<sup>th</sup>, 2023**. **It is VERY IMPORTANT for vendors to specify exactly what equipment they will have onsite. Some vendors have brought equipment other than on application, which has caused problems with their power.** Note: Vendors will pay \$300 fee for each gas generator brought onsite.

**We urge you to pay special attention to the guidelines with which our organizations and participants must comply per the ordinances of the Health Department and the City of Minneapolis. Note:**

- A. **New regulations, mandated by the City of Minneapolis & the Minneapolis Park Board, stipulates –**

**“NO CO-MINGLING OF MOTORIZED VEHICLES AND PARTICIPANTS DURING THE OPERATING HOURS OF THE FESTIVAL (11:00 AM – 10:00 PM).”**



**The New Guidelines are conditions of the Carifest permit and shall be strictly enforced by Carifest and the Police. New traffic controls and parking procedures have been developed. City and Park board personnel will visit and audit the site to assure we are in compliance.**

**B. Vendors, Set-up Crews & Suppliers: NEW**

- Entrances to West River Rd at the Broadway & Plymouth intersections, and entrance to 17<sup>th</sup> Ave N at 2<sup>nd</sup> Street, will be closed to through traffic between the hours of 6 AM & midnight. Minneapolis Traffic Department approved barricades and signage will be used to re-route traffic.
- Only traffic related to the festival and local businesses will be allowed controlled access to designated parking areas. These vehicles will be **issued permits** for display on the dashboard. Police will direct local business traffic that may require access onto the site during the operating hours of the festival.
- **All Vendors, Set-up Crews and Suppliers**, using motorized vehicles are allowed to “load in” between the hours of 6-9 AM. All vehicles shall be moved to **assigned parking areas**, a minimum of 30 minutes before the scheduled start of the Festival (by 10:30 AM). Vendor will lose security deposit if vendor leaves any vehicles on the parkway after 10:30 AM, without express permission from the Carifest Operations Cmte and security.
- No motorized vehicle will be allowed in the designated festival area, during the festival hours (**11 AM to 10 PM**). The exception to this are: EMS, Fire & Police, patrolling golf carts, limited access to local businesses, limited number of slow-moving floats and sound systems needed for the parade (1-2-hour period). Police officers and volunteers will ensure safe passage.
- “**Load out**” is permitted between the hours of 10:30 PM – 12:00 AM, under the supervision & direction of Carifest or Minneapolis Police. Motorized vehicles will be allowed controlled access during the” Load Out” time period. Non-motorized carts or dolly can be used to move product, supplies or fixtures, between booths and assigned parking areas.
- **VENDORS HAVE BEEN TAKING ADVANTAGE OF THE SITUATION, BY PARKING VEHICLES IN PROHIBITED AREAS, ARRIVING LATE & BEING UNCLEAR ON WORKERS.** These have been source of conflicts, and inhibit the flow of people and the Parade. Carifest wants to avoid conflicts and ask for your corporation.



**PLEASE PLAN:**

- HAVE APPLICATIONS AND PAYMENT ON TIME
- BE SPECIFIC ON EQUIPMENT & POWER NEEDS
- ARRIVE ON TIME
- DETAIL YOUR PERSONNEL

Thank you for your continued support. We look forward to your offerings at Carifest.

Sincerely,

Carifest Vending Committee

Twin Cities Carifest

Email: [twincitiescarifest@gmail.com](mailto:twincitiescarifest@gmail.com)



**1. FEES**

All vendor fees must be paid in full by **June 15<sup>th</sup>, 2023**. Non-refundable partial payments of \$300.00 must accompany each application. Clean up Deposit must be paid at the same time as the booth fee. Any application postmarked or received after **June 15<sup>th</sup>, 2023** must include a \$150.00 late fee in order for the application to be processed. Mailed Payments must be in the form of MONEY ORDER OR CASHIER'S CHECK, made payable to "Twin Cities Carifest" (**NO PERSONAL CHECKS**), or call to pay electronically by PayPal or Zelle. Fees must be received on, or before the deadline to be guaranteed a space.

**Mail application with payment to:** Twin Cities Carifest  
 100 South First Street, P.O Box 580481  
 Minneapolis, MN 55458-0481

**2. VENDOR FEE STRUCTURE AND BOOTH SPACE**

There will be a choice of two booth sizes/spaces available for vending: - up to 12 ft. x 12 ft. or, 12 ft. x 20 ft. The fees for the booth spaces are outlined as follows:

<b>Vendor Types</b>	Up to <b>12ft x12ft</b> Booth Fee <b>Before May 31</b> <b>After May 31</b>	Up to <b>12ft x 20ft</b> Booth Fee <b>Before May 31</b> <b>After May 31</b>
<b>Food Vendors</b> (Fees include security, access to water, 10 venue passes for booth workers, sanitation services, and two (2) on-site general parking passes)	<b>\$600.00</b> <b>\$700.00</b> + \$250 cleanup fee + \$150 Electricity Fee	<b>\$750.00</b> <b>\$850.00</b> + \$250 cleanup fee + \$175 Electricity Fee
<b>Ices &amp; Ice Cream / Specialty Vendors</b> (Fees include security, access to water, 4 venue passes for booth workers, sanitation services, and One (1) on-site general parking pass)	<b>\$275.00</b> <b>\$350.00</b> + \$150 cleanup fee + \$150 Electricity Fee	<b>\$500.00</b> <b>\$600.00</b> + \$150 cleanup fee + \$150 Electricity Fee
<b>Arts &amp; Crafts Vendors</b> (Fees include security, access to water, 4 venue passes for booth workers, sanitation services, and one (1) on-site general parking pass)	<b>\$200.00</b> <b>\$250.00</b> + \$100 Cleanup Fee + \$50 Electricity Fee	<b>\$300.00</b> <b>\$400.00</b> + \$100 cleanup fee + \$50 Electricity fee
<b>Corporate Booths</b> (Fees include security, access to water, 10 venue passes for booth workers, sanitation services, and two (2) on-site parking passes)	<b>\$1000.00</b> <b>\$1200.00</b> + \$200 cleanup fee + \$50 Electricity Fee	<b>\$1500.00</b> <b>\$1700.00</b> + \$200 cleanup fee + \$50 Electricity Fee
<b>Table Display &amp; Information Booths</b> Community organizations/groups/small businesses, etc., may set up informational booths for minimal fee or donation.	<b>\$50</b> + \$25 cleanup fee + \$25 Electrical Fee	<b>\$100</b> + \$25 cleanup fee + \$25 Electrical Fee



**2B. Chairs & Table Rental**




Carifest will have made chairs and tables available to vendors, free of cost in the past. Tables and chairs have disappeared, so Carifest had to pay replacement costs to rental companies. Carifest is willing to provide Chairs and Tables, with the following conditions:

- Tables - \$12 ea.
- Chairs - \$ 5 ea.
- Reserve number of each with this application:
  - No. of Tables \_\_\_\_\_
  - No. of Chairs \_\_\_\_\_
- Sign In & Sign Out for equipment
- Agree to pay replacement cost if not returned

**3. REQUIREMENTS FOR ALL VENDORS:**

- All vendors must provide their own equipment, tables, fire retardant tents, and chairs.
- All vendors are required to have a multipurpose fire extinguisher and a first aid kit.
- All vendors not requesting electricity must provide their own generator & pay Generator Fee (\$300). Vendors requesting power must specify on application: number & type of plugs, voltage and amps.

**Example**

<b>Electrical Requirements:</b>				
<b>Outlet(s) Needed</b>	<b>Volts</b>	<b>Amps</b>	<b>Plug</b>	
# _____	120/240	20	Standard Plug	
# _____	125/250	30	Straight Blade Plug	
# _____	125/250	50	Straight Blade Plug	

If this is a problem, or you have any other questions concerning electrical needs, please call James/Donna at (612) 239-8384. (763) 445 1047. Also, each vendor is responsible for their own power strips and extension cords.



#### 4. FOOD VENDORS:

Please review the attached Minneapolis Department of Health and Short-Term Event Food Permit and Vendor Checklist for rules regarding outdoor cooking at special events in Minneapolis. Before selling, your booth will be inspected for compliance of the items listed on the Minneapolis Health Department Food Checklist. Upon approval, you will be given a certificate to open your booth for business.

**Protective covering/floors are required to protect vegetation and pavement.**

**Food must be ready to be served by 11AM**

#### 5. ICE

**Carifest will provide ice as a convenience to the vendors.**

Food/Drink vendors may purchase ice onsite from the festival organizers. **FOOD VENDORS MUST CLEARLY RESERVE & BE COMMITTED TO A MINIMUM OF (5) -18 # BAGS, for the ability to purchase ice on site.** This allows Carifest to cost effectively purchase and have ice delivered to the site, in bulk. A minimum of 5 -18lb bags can be reserved for your use with the option to purchase more if needed. Orders shall be placed by June 15<sup>th</sup>, 2023.

No. Bags of ice requested: \_\_\_\_\_ Bags

#### 6. ARTS & CRAFTS/MERCHANDISE VENDORS RESTRICTIONS

Loud music may not be played from any booth during your presence on the festival Grounds. Should you violate this rule, you will be removed from the festival grounds and forfeit all fees or deposits. The sale of unauthorized CDs, tapes, videos, clothing, etc. is strictly prohibited. Any vendor found in violation will be removed from the festival and have their merchandise confiscated by the City of Minneapolis Police.

#### 7. GARBAGE AND GREASE/OIL/HARMFUL AGENT DISPOSAL

All vendors **must** bring their own garbage bags. All grease/oil/harmful agents must be ~~disposed of~~ placed in appropriate receptacles and disposed of offsite. **Any vendor caught disposing of the aforementioned agents in an improper manner will be charged a minimum of \$500 in fines and shall forfeit their cleanup deposit.**

#### 8. CLEANUP AND CLEANUP DEPOSIT

**All vendors are required to pay a refundable clean up deposit.** (See pricing matrix for applicable rates.) Vendors agree to leave their vending area in the same condition as received. All articles are to be disposed of and placed in the proper receptacles provided by Carifest. Vending areas are subject to periodic inspections by festival officials and **will be inspected at the close of the event** to determine if additional cleaning fees are required or if cleanup deposit will be refunded. If additional cleaning fees are required, the vendor agrees to pay these fees at the time they are notified. Failure to pay clean up fees will result in the vendor being banned from participating in future Carifest events and will be subject to legal proceedings. **Cleanup deposits will be returned to vendors within three weeks after the event.**





## 9. CANCELLATIONS

For cancellations received on or before June 15th, 2023, all sums paid, less the Non-Refundable Deposit of \$400.00, will be returned to the vendor. **No refunds will be returned after June 15th, 2023.**

## 10. SALES TAXES

Vendors selling items subject to Minnesota or the City of Minneapolis Sales Tax assume all responsibility and liability for obtaining a valid city or state resale permit. Vendors are also responsible for the collection of all taxes on items sold, and for payment to the State of Minnesota or the City of Minneapolis, of all sales taxes collected.

## 11. VENDOR PACKAGE

Complete vendor packages will be distributed at the vendor orientation meeting (date to be announced) upon receipt of full payment of fees. **You will be informed of the time and date of all meetings by mail, telephone or email. All vendors or their designated representatives are required to attend the vendor orientation meeting(s) and all pre-festival meetings or contact a festival representative for the information. You will be responsible for the information contained therein.**

## 12. LIABILITIES

Each vendor sells food, craft, etc. at his/her own risk. If insurance is desired, it must be arranged and purchased by the vendor. Twin Cities Carifest, or the City of Minneapolis, or any individuals affiliated with the aforementioned organizations do not assume any liability for loss, damage, or theft of work, display materials, or items for sale or distribution.

## 13. RESPONSIBILITY OF VENDORS

- Each vendor must be present with his/her items during the vendor "Village" hours.
- Each vendor is responsible for providing relief personnel to maintain presence in their booth.
- Each shall collect Personnel Passes and are responsible to distribute passes to their personal. Vendor personal without passes will be asked to pay at the gate.
- **NO VENDOR MAY SUBLET space TO ANOTHER VENDOR.**
  - Any vendor caught in violation, will be removed from the venue and will forfeit all fees and deposits.**
- Vendor booths shall be open and ready for business at the designated opening hour (11 AM) and remain open through the designated closing time (10 PM).
- Vendors must maintain clean & presentable conditions around their booths. Vendor are required to secure trash in the proximity, suggest customers use trash containers, and to call the trash detail, as required, to maintain such. A list of pertinent numbers will be provided, for posting in vendor's booths, on the day of the festival.
- Each vendor must abide by/comply with all Twin Cities Carifest, and City of Minneapolis rules, regulations, and ordinances or they will be removed from the venue and shall forfeit all Fees and Deposits.





- Vendors must park in areas designated for passenger vehicles, vehicles with a trailer that will take up two spaces, and trucks (U-Haul, Penske, etc.).

#### 14. ITEMS NOT ALLOWED ON PREMISES

- Vendors **ARE NOT** permitted to sell alcoholic beverages.

Violators will be removed from the premises and banned from vending at future Carifest festival. Such vendors are subject to arrest and may receive a citation from the City of Minneapolis Police Department.

- Items sold at the festival are restricted to those listed on the vendor's application and approved by CARIFEST.

**NO BEVERAGES SHALL BE SOLD IN BOTTLES or Glass containers - NO EXCEPTIONS!**

#### 15. Venue /Parking Passes:

Each Vendor will be issued a limited number of venue access passes. A request for passes shall be sent to the Carifest Vendor Manager by July 8<sup>th</sup>, 2023.

**PASSES ARE NOT TRANSFERRABLE.**

**Free Parking is no longer available.** This is a result of new city stipulations. Free parking is available on surrounding city streets.

***Only workers with issued passes will be allowed free entry into Carifest.***

**ALL WORKS MUST BE IDENTIFIED BY VENDOR WRIST BAND- TO BE WORN AT ALL TIMES.**

#### 16. PENALTIES

CARIFEST reserves the right to bar any vendor from participating in the "Village" due to non-compliance of any rule or regulation listed herein or for the misrepresentation of their offerings. CARIFEST reserves the right to remove any objects, person(s), or product that is not in compliance with the rules pertaining to the "family atmosphere" of the festival. Such occurrences will result in forfeiture of all fees and deposits, in addition to removal from the festival premises.

#### 17. RESTRICTIONS

CARIFEST strictly prohibits the sale of any CARIFEST merchandise unless expressly authorized to do so by Twin Cities Carifest Inc.

#### 18. FORCE MAJEURE

In the event of sickness or disabling accident or if any engagement hereunder is prevented, rendered impossible or infeasible, or any act or regulations of any public authority or bureau, act of God, civil unrest, strike, epidemic, interruption in or delayed transportation service, war conditions or emergencies or any other cause beyond the control of either party (a force majeure event) it is understood and agreed that there shall be no claim for damages by either party to this Agreement.

CARIFEST's Liability to such engagement shall be deemed waived. It is agreed that inclement weather shall be deemed a force majeure event.



**Minneapolis Department of Health  
ENVIRONMENTAL HEALTH SERVICES  
SPECIAL EVENT FOOD VENDOR CHECKLIST  
(All items must be met before a permit is issued)**

*Below are important requirements for the safe handling of food. Food vendors are required to access the Minneapolis Health Department for complete detailed requirements.*

<http://www.minneapolismn.gov/health/inspections/food-short>

**BOOTH DESIGN:**

- All booths must be totally enclosed and structurally sound.
- The floors in the booth must be easily cleanable in good repair and treated to control dust.
- Service windows and doors must remain closed when not in use.
- Barbecue set-up must meet Fire Department standards and Health Department regulations. Grills and fryers must be in a completely enclosed booth. These items must stay out of the reach of children and pedestrian traffic area.

**FOOD PROTECTION:**

- Protective shields shall be provided to prevent exposure of food items to customer contamination due to coughs and/or sneezes.
- All food shall be covered when not being accessed. Serving utensils shall be covered or properly stored when not in use.
- Vendors should guard against habits that seek to attract insects or pests. Vendors are not allowed to use pesticides/insecticides/pest strips.
- All food and supplies shall be stored at least 6-8 inches off the floor (pallets are acceptable).
- **Food Temperature Control** –
  - Adequate equipment to maintain product temperature.
  - Calibrated thermometer with range (0 – 220° F).
  - Refrigerators and freezers shall have accurate thermometers
  - Cold foods shall be held at 40°F or below
  - Hot foods shall be held at 140°F or above
  - No potentially hazardous food shall be stored at room temperature
- Handling of food should be minimized. Ice scoops shall be used to dispense ice and be stored on a clean, dry surface or in the ice with the handle extended. Ice cream scoops shall be provided in the individual ice cream containers to dispense ice cream. Scoops shall be cleaned and sanitized as often as needed to prevent contamination.
- No food preparation is allowed on site unless an approved food preparation sink is provided in the booth. Food prep shall be done at an offsite Licensed Commercial Kitchen prior to arriving at the booth.

**An Event Food Booth Self-Inspection Checklist** SHALL be completed onsite on event day.

<http://www.minneapolismn.gov/health/inspections/food-short>





**PERSONNEL:**

- Hand washing facilities must be designed to include a container to dispense warm water for hand washing with a flip cap. Push button dispensers are prohibited. A bucket must be provided to catch all wastewater. Soap and paper towels must be provided at this station.
- Personnel with infections must be restricted.
- No eating, drinking or smoking is allowed in any food booth.
- Clean clothes and hair restraints must be worn at all times in the food booths.
- Single use disposable gloves must be worn by anyone handling food.
- Wash hands after gloves are removed

**EQUIPMENT AND UTENSILS:**

- All single service forks, knives and spoons must be pre-wrapped unless they are provided with the plates of food from the server.

**WATER SUPPLY:**

- Portable water must be available for food preparation, equipment cleaning and hand washing.

**GARBAGE AND REFUSE DISPOSAL:**

- All containers must be covered, adequate in number, insect and rodent proof and provided in a clean area.

**Violations of the temporary food service regulation or the presence of an imminent health hazard will result in suspension of your permit upon service of a legal notice. The booth will be closed by Minneapolis Health Department, until such time as the necessary corrections are made and the booth permit is reissued.**

**THESE GUIDELINES MUST BE POSTED IN A HIGHLY VISIBLE AREA IN ALL FOOD BOOTHS.**



## 2023 VENDOR APPLICATION

Please note: Even though there are power sources near some of the vendor spaces, these outlets are for vendors who have purchased electricity. Only vendors that have made reservations for power on their application are allowed to use this power.

**NO POWER IS AVAILABLE UNLESS RESERVED ON THIS APPLICATION.**

Devices that are beyond the capability of our power source and which cause frequent outages and disruption will be disconnected. Any vendor using the power in a manner not approved will be unplugged from the power source immediately. The vendor will not be reimbursed for Vendor Space Fee or any product they have purchased for the event.

### CHECK LIST:

- VENDOR APPLICATION
- VENDOR REGULATIONS
- VENDOR PRODUCT LIST
- PAYMENT IN FULL FOR ALL per APPLICATION
- TAX LICENSE
- FOOD LICENSE, IF APPLICABLE

Please make sure the above items are included with your application. Missing documents will delay your acceptance as a vendor at Carifest.

All initial applications should be mailed and not faxed. Please make sure you keep copies of all documents for your records, no copies or originals will be returned.

Any questions should be sent by E-mail to: [twincitiescarifest@gmail.com](mailto:twincitiescarifest@gmail.com)

Carifest IS NOT CANCELLED DUE TO WEATHER. If you choose not to attend/participate due to the weather no fees will be returned. **All events proceed rain or shine.** Carifest will not be rescheduled.



## 2023 VENDOR APPLICATION

Please complete the following pages. Failure to do so will result in your application being rejected.

Name of Business: \_\_\_\_\_

Name(s) of Owner(s): \_\_\_\_\_

Business Tax ID#: \_\_\_\_\_

Telephone #(s): Day: \_\_\_\_\_ Evening: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Fax #: \_\_\_\_\_

Email Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Emergency Contact Name/Phone: \_\_\_\_\_

**A. Vendor Selection** (Please place an "X" beside your choice).

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> <b>Food</b>   | <input type="checkbox"/> <b>\$600 (up to 12'X12')</b> | <input type="checkbox"/> <b>\$750 (20X12)</b>    |
|  | <input type="checkbox"/> \$250 Cleanup Fee            | <input type="checkbox"/> \$250 Cleanup Fee       |
|  | <input type="checkbox"/> + \$250 Electricity Fee      | <input type="checkbox"/> + \$300 Electricity Fee |
| <br><input type="checkbox"/> <b>Craft/Merchandise</b> - No CARIFEST or T-Shirts – unless with permission |   |  |
|  | <input type="checkbox"/> <b>\$200 (12X12)</b>         | <input type="checkbox"/> <b>\$300 (20X12)</b>    |
|  | <input type="checkbox"/> \$100 Cleanup Fee            | <input type="checkbox"/> \$100 Cleanup Fee       |
|  | <input type="checkbox"/> + \$75 Electricity Fee       | <input type="checkbox"/> + \$100 Electricity Fee |
| <br><input type="checkbox"/> <b>Ices/Ice Cream/ Drinks/ Smoothies</b>                                    |   |  |
|  | <input type="checkbox"/> <b>\$275 (12X12)</b>         | <input type="checkbox"/> <b>\$500 (20X12)</b>    |
|  | <input type="checkbox"/> \$150 Cleanup Fee            | <input type="checkbox"/> \$150 Cleanup Fee       |
|  | <input type="checkbox"/> + \$200 Electricity Fee      | <input type="checkbox"/> + \$250 Electricity Fee |
| <br><input type="checkbox"/> <b>Organization</b>   |   |  |
|  | <input type="checkbox"/> <b>\$50 (12X12)</b>          | <input type="checkbox"/> <b>\$100 (20X12)</b>    |
|  | <input type="checkbox"/> \$25 Cleanup Fee             | <input type="checkbox"/> \$25 Cleanup Fee        |
|  | <input type="checkbox"/> + \$75 Electricity Fee       | <input type="checkbox"/> + \$100 Electricity Fee |
| <br><input type="checkbox"/> <b>Corporate</b>  |   |  |
|  | <input type="checkbox"/> <b>\$1000 (12X12)</b>        | <input type="checkbox"/> <b>\$1500 (20X12)</b>   |
|  | <input type="checkbox"/> \$200 Cleanup Fee            | <input type="checkbox"/> \$200 Cleanup Fee       |
|  | <input type="checkbox"/> + \$150 Electricity Fee      | <input type="checkbox"/> + \$250 Electricity Fee |
| <br><input type="checkbox"/> <b>Ice Reservation</b> (5 bags minimum)                                     |   |  |
|  |   | <input type="checkbox"/> <b>\$40</b>             |

Fees, if paid in full by May 31, 2023. Please refer to Fee Chart for Fees after this date.

No. of Tables \_\_\_\_\_ @ \$10ea Total \$ \_\_\_\_\_






( ) No. Chairs \_\_\_\_\_ @ \$3 ea. Total \$ \_\_\_\_\_

**Total Due: \$ \_\_\_\_\_ .00** Deposit in Amount of \$ \_\_\_\_\_ .00, is included. (No personal checks)

Or call to make electronic payment

**ELECTRICAL**

Vendors requesting power shall specify on application: number & type of plugs, voltage and amps.

<b>Electrical Requirements:</b>				
<b>Outlet(s) Needed</b>	<b>Volts</b>	<b>Amps</b>	<b>Plug</b>	
# _____	120/240	20	Standard Plug	
# _____	125/250	30	Straight Blade Plug	
# _____	125/250	50	Straight Blade Plug	

If this is a problem, or you have any other questions concerning electrical needs, please call James/Donna at (612) 239-8384. (763) 445 1047. Also, each vendor is responsible for their own power strips and extension cords.





**FOOD/DRINK VENDORS**

**B.** Please provide the following information regarding your booth:

a. How many staffed attendants will you have at your booth: \_\_\_\_\_

b. How many tables will you use: \_\_\_\_\_

Please list **all of the food and / or beverages** to be sold at your booth.

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

7. \_\_\_\_\_

8. \_\_\_\_\_

9. \_\_\_\_\_

10. \_\_\_\_\_



**CRAFT VENDORS**

**C.** Please provide the following information regarding your booth:

a. How many staffed attendants will you have at your booth: \_\_\_\_\_

b. How many tables will you use: \_\_\_\_\_

Please **list all of the arts and crafts** that will be sold at your booth.

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

7. \_\_\_\_\_

8. \_\_\_\_\_

9. \_\_\_\_\_

10. \_\_\_\_\_



## 2023 VENDOR REGULATIONS

### Vendor participants: **Art & Craft, Food**

Vendors shall initial each line below, to acknowledge the rules of the festival:

- \_\_\_ Vendor booths must be reserved in advance. No booth will be held without the required deposit. Assignment of vendor space will be at the promoter's discretion and at the time application was executed. The vendor must exhibit within the space provided.
- \_\_\_ Full payment is required to be assigned specific location. A vendor may cancel this agreement upon the receipt of written notification to Carifest.
- \_\_\_ Vendors will be notified within 10 days of receipt of the registration form of acceptance to the event. If vendor is not accepted, all fees will be refunded.
- \_\_\_ If Vendor is not accepted due to incomplete vendor requirements, a new registration may be submitted.
- \_\_\_ Carifest SHALL NOT SUPPLY POWER FOR VENDOR USE AT THE EVENT, unless the vendor has requested & paid the required fee.
- \_\_\_ Load-in begins at 6 AM and ends at 9 AM. NO VENDOR WILL BE ALLOWED TO SET UP BEFORE OR AFTER THESE TIMES. No items may be left unattended on the site. All vendors must remain open during the event hours. Packing will not be permitted until 9:00 p.m. All **load-in vehicles** must be out of the vending event area by 10:30 AM and may not re-enter event area until 10:30 PM. Vendors should park in designated areas.
- \_\_\_ Vendors are required to collect & remit MN State Sales Tax on taxable sales. To obtain more information on a Temporary Tax Certificate, contact the MN Department of Revenue [www.revenue.state.mn.us/](http://www.revenue.state.mn.us/)
- \_\_\_ Food Vendors are required to be licensed with the Department of Health and will be inspected the day of the event. To obtain more information on a Temporary License, contact the Department of Health: <http://www.minneapolismn.gov/health/inspections/food-short> **VENDORS ARE REQUIRED TO PROVIDE A COPY OF THE LICENSE.** All food vendors must attend a Food Vendors Meeting scheduled for no later than July 10th.
- \_\_\_ Vendors are required to clean-up their space after the event. Any vendor who leaves garbage in their area will be assessed a portion or all of the clean-up deposit. **Food Vendors will be provided a trash receptacle near their booth, and are responsible for bagging their garbage for disposal.**
- \_\_\_ **The vendor agrees to hold blameless Carifest, its employees, officials and principals and expressly releases it from all liability from loss or damage caused to persons or property for any cause whatsoever.**  
**Vendor shall indemnify Twin Cities Carifest against all liability or expenses arising out of any claim or injury, damage to any person or property, together with all costs in connection with the defense thereto, including attorney's fees.**



## 2023 VENDOR ACCEPTANCE AGREEMENT

I / We \_\_\_\_\_,  
(PRINT YOUR NAME)

Owner / Operator of \_\_\_\_\_  
(PRINT THE NAME OF BUSINESS)

Have read and understand the application form, vendor information and Festival Village rules.

I / We agree to abide by the rules, regulations, ordinances and deadlines of Carifest and the City of Minneapolis. I understand that if I do not abide by these rules, regulations, ordinances and deadlines, my business will not be allowed to vend during the festival to be held on July 22nd, 2023 on West River Rd. N, and I may be subject to legal proceedings and forfeiture of any fees. I also agree to attend or send a designated representative to all pre-festival and vendor orientation meetings or to contact a festival representative for the information, as I will be held responsible for the information contained therein.

I hereby declare that all information herein provided is true, correct and complete.

\_\_\_\_\_  
Signature Date

**PayPal Confirmation Number:** \_\_\_\_\_  
(For payments made online)

**For faster Delivery, please Email application.**

**[www. Carifest.org](http://www.Carifest.org)**

**[Email: twincitiescarifest@gmail.com](mailto:twincitiescarifest@gmail.com)**